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DDH145 73-1540

19 April 1973

MEMORANDUM FOR: Deputy Director for Management &amp; Services

SUBJECT: Administrative Allowance Committee

REFERENCE: Attached

1. The Administrative Allowance Committee was established in November 1964 to streamline the handling of financial affairs of personnel under nonofficial cover. They were previously administered under the Agency's normal regulations covering Personnel and Finance. The most compelling reason for this change was to relieve field posts of the burden to provide "housekeeping" support to NOC personnel in locally paying a variety of allowances (housing, post differential, equalization, education, transportation, etc.), administrative travel to and from the area, [REDACTED], and the like. All of the authority redelegated to the Committee by the DD/M&S would otherwise be a responsibility of DD/M&S components.

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2. By Agency regulations, (copies attached) there are six permanent members of the Committee, representing [REDACTED] the Central Cover Staff (CCS), the Director of Finance, the Director of Personnel, the General Counsel, and the SSA-DD/M&S. A seventh member is designated by the component operationally responsible for the agent in each specific case. The then DD/S initially designated the CCS representative as the Chairman as a matter of courtesy because he was the only then DD/P representative on the Committee. [REDACTED] did not exist at that time, and was not added to the Committee until last year.

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3. In January 1973, the Chief, [REDACTED] asked that the membership be changed and that he be designated Chairman of the Committee. On the basis of the non-concurrence of the other components represented, the then DD/S did not approve the recommendation of the Chief, [REDACTED], and stated that he proposed to designate SSA-DD/S as Chairman of the Committee. His reasons are set forth in paragraph 5 of the referent memorandum, a copy of which is attached.

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4. Mr. [REDACTED] the CCS representative who has most recently served as Chairman, is now on leave pending retirement and it is necessary that the DD/M&S designate a new Chairman. A new CCS temporary representative has been named, but the Chief, CCS, does not expect him to succeed Mr. [REDACTED] nor is he expecting that Mr. [REDACTED] successor be more than the CCS representative.

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5. Recommend that you designate the SSA-DD/M&S as Chairman of the AAC, with the Deputy SSA-DD/M&S to act in his absence. A memorandum to accomplish this is attached for your signature.

*h/*

[REDACTED]  
Special Support Assistant to the DD/M&S

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Atts

SSA-DD/M&S

[REDACTED] vld (4-19-73)

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